



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

**Department of
Corrections**

Commissioner's Office
Anchorage Central Office

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Anchorage, Alaska 99501
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Emma Best
MockRock News
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411A Highland Ave.
Somerville, MA 02114-2516

Dear Ms. Best:

In June 2018, the Alaska Department of Corrections (DOC) initially received your request for “[d]ocumentation describing the email system(s) used by your agency, including the procedures and methods for performing searches of the email system.”

As DOC understands your request, it seeks documentation describing the State of Alaska executive branch's email system (State's email system) that includes more information than what is provided below. DOC has no responsive records, including records that describe how to search the system. This is because DOC was not involved in selecting the system, has not been involved in operating it, and does not search it. The Office of Information Technology (OIT) in the Alaska Department of Administration administers the State's email system, and the Information Security Office in OIT searches it.

DOC understands the following about the State's email system: all departments except the Alaska Department of Education and Early Development (DEED) use Exchange Online for email as part of an Office 365 Government tenant; DEED uses a standard on-premises Exchange 2013 environment for email; and OIT uses the tools these platforms provide for retention and electronic discovery purposes, including to search for emails. Here are some links that relate to the State's email system:

1. <https://support.office.com/en-us/article/overview-of-retention-policies-5e377752-700d-4870-9b6d-12bfc12d2423>;
2. <https://support.office.com/en-us/article/search-for-content-in-office-365-df2d1e0f-b476-42c9-aade-4a260b24f193>;
3. <https://technet.microsoft.com/en-us/library/dn790612.aspx>;
4. <https://technet.microsoft.com/library/bb124558%28v=exchg.150%29.aspx>;
5. <https://docs.microsoft.com/en-us/exchange/security-and-compliance/in-place-and-litigation-holds>;
6. <https://docs.microsoft.com/en-us/exchange/security-and-compliance/in-place-ediscovery/in-place-ediscovery>;
7. <https://docs.microsoft.com/en-us/exchange/security-and-compliance/messaging-records-management/messaging-records-management>; and
8. <https://docs.microsoft.com/en-us/exchange/security-and-compliance/in-place-ediscovery/message-properties-and-search-operators>.

As DOC does not have the records it understands you seek, this response constitutes a denial of your request. *See* 2 AAC 96.335(a). You may administratively appeal by complying with 2 AAC 96.340. An administrative appeal requires no appeal bond. Also, you may seek immediate judicial review by pursuing an injunction from the superior court under AS 40.25.125. Not pursuing an injunction will not adversely affect your rights before DOC, including in administratively appealing the denial. I have been delegated the authority to deny Alaska Public Records Act requests. Enclosed are 2 AAC 96.335 – 2 AAC 96.350.

If you have any questions, please contact me at 907-269-5037 or sarah.gallagher@alaska.gov.

Sincerely,

Sarah Gallagher
Public Information Officer
Department of Coorections